

REGULAR MEETING MINUTES

BOARD OF RECREATION AND PARK COMMISSIONERS OF THE CITY OF LOS ANGELES

Wednesday, May 3, 2017

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting in Friendship Auditorium at 5:30 p.m. Present were President Patsouras, Vice President Lynn Alvarez, Commissioner Melba Culpepper, and Commissioner Pilar Diaz. Also present were Anthony-Paul Diaz, Executive Officer and Chief of Staff, and Deputy City Attorney IV Mike Dundas.

The following Department staff members were present:

Vicki Israel, Recreation Services Branch

Ramon Barajas, Assistant General Manager of Planning, Maintenance and Construction Branch

Matthew Rudnick, Chief Management Analyst, Finance and Administrative Services Division

CALL TO ORDER AND SPECIAL PRESENTATIONS

Councilmember David E. Ryu presented opening remarks and welcomed the Board and audience to the Fourth Council District.

Joe Salaices, Superintendent of the Griffith Region, introduced Department staff and provided background information regarding Friendship Auditorium. Superintendent Salaices acknowledged Eagle Scout Jonathan Chu and Boys Scouts Troop 301 – Monterey Park for repairing the footbridge in the Fern Dell area of Griffith Park, and presented them with Certificates of Appreciation. Superintendent Salaices also introduced the Park Rangers who recently graduated from the Los Angeles Police Academy, and acknowledged Park Ranger Joseph Fuentes for being selected as the top cadet of his graduating class by Los Angeles Police Department Chief Charlie Beck.

APPROVAL OF MINUTES

Commissioner Diaz moved that the Board approve the Minutes of the April 19, 2017 Regular Meeting, which was seconded by Commissioner Culpepper. There being no objections, the Motion was unanimously approved.

NEIGHBORHOOD COUNCIL COMMENTS

There were no comments from the Neighborhood Council Representatives relative to the Agenda Items being considered.

BOARD REPORTS

17-105

EMERGENCY PREPAREDNESS SECTION – ALLOCATION OF FUNDS TO RENOVATE PARTNERSHIP DIVISION OFFICES TO EMERGENCY PREPAREDNESS SECTION HEADQUARTERS AND DEPARTMENT OPERATIONS CENTER

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Jimmy Kim, Emergency Management Coordinator II of the Emergency Preparedness Section, presented Board Report No. 17-105 for authorization of the Department's Chief Accounting Employee to transfer \$582,960.00 from Fund 205, Department 88, Account 88024S Federal Emergency Management Agency, to Fund 205, Department 88, Account TBD – Emergency Preparedness, for the renovation of the Partnership Division Offices to serve as the Department Operations Center and new headquarters for the Emergency Preparedness Section.

17-106

AS-NEEDED ENTERTAINMENT PRODUCTION – AWARD OF CONTRACTS

Jim Newsom, Senior Management Analyst II of the Finance and Administrative Services Division, presented Board Report No. 17-106 for approval of the proposed three-year Contracts with CenterStaging, LLC, McCune Audio/Video/Lighting, Neptune Productions, Studio Instrument Rentals, Inc., and XXIV, LLC for as-needed entertainment production services; approval of the finding in accordance with Charter Section 1022 that the Department does not have personnel within its employ with sufficient time or necessary expertise to undertake entertainment production services in a timely manner, and it is therefore more feasible, economical, and in the Department's best interests to secure such services by several as-needed contractors without engaging in a new competitive bidding process for each individual project; approval of the finding in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that competitive bidding is not practicable or advantageous as it is necessary for the Department to call on as-needed contractors to perform expert, technical work without engaging in a new competitive process for each individual project assigned on the basis of availability, the price to be charged, and the unique expertise of the as-needed contractors; approval of the finding in accordance with Charter Section 371 (e)(10), that the use of competitive bidding would be undesirable, impractical or impossible, or is otherwise excused by the common law and the Charter, because there is no single criterion that will determine which proposer can best provide as-needed entertainment production services; approval of the finding in accordance with Charter Section 372 that it is necessary to have several as-needed contractors available when called upon by the Department to perform entertainment production services since obtaining competitive proposals or bids for each individual project is not reasonably practicable or compatible with the Department's interests of having as-needed contractors available to assign various projects on the basis of availability, price, and expertise; and authorization to waive informalities in four of the responses to the As-Needed Entertainment Production Request for Qualifications (RFQ).

Board Report No. 17-106 was corrected to accurately reflect the entertainment production services referenced in the second bullet point in the Summary on Page 2 of the Report, and in Section 3.2 of the proposed Contracts:

- Provide lighting equipment ranging from small tree light to current day movable lights, strobe and special effects, and including safety riggings to fly this equipment.

Board Report No. 17-106 and the Attachments were also corrected to accurately reflect the name of CenterStaging, LLC as one word with the Limited Liability Company designation. Department staff was instructed to verify whether all references to Neptune Productions in the Board Report and Attachments should have an Incorporated designation, and to make any necessary corrections.

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Board Report No. 17-106 was therefore amended to include Recommendation No. 9 as follows to be able to make the technical corrections to the proposed Contract with Neptune Productions:

9. Authorize the General Manager or Designee to make technical corrections to the Contract with Neptune Productions as necessary to carry out the intent of the Board Report.

The Board and Department staff discussed that Pageantry Events was disqualified during the RFQ Level I Review process for failure to meet the minimum qualifications of completing the Business Inclusion Program (BIP) requirements, which was verified by Department staff through the Los Angeles Business Assistance Virtual Network (LABAVN) system. Pageantry Events submitted correspondence protesting the firm's disqualification from being considered as an as-needed contractor on the basis that Pageantry Events has current entertainment production service contracts with the City of Los Angeles for which the firm is in compliance with the BIP requirements. The correspondence asserted that such BIP information has been uploaded and maintained in the LABAVN system. The Board and Department staff further discussed that the Entertainment Production RFQ allows for the re-opening of the RFQ process for additional respondents; therefore, Department staff would be able to come back to the Board at a later date with a recommendation to include Pageantry Events as an as-needed contractor for entertainment production should Department staff find evidence that Pageantry Events is in compliance with the BIP requirements.

BOARD REPORT PUBLIC COMMENT

Public comments were invited for the Board Reports. One request was submitted for Board Report No. 17-106, and such comments were made to the Board.

President Patsouras requested a Motion to approve Board Report No. 17-105 as presented and Board Report No. 17-106 as amended. Commissioner Diaz moved that the Board Reports be approved, and that the Resolutions recommended in the Report be thereby approved. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved.

COMMISSION TASK FORCE UPDATES

- Commission Task Force on Concessions Report (Commissioners Patsouras and Diaz)

There was no Report for the Commission Task Force on Concessions.

- Commission Task Force on Facility Repair and Maintenance (Commissioners Sanford and Alvarez)

There was no Report for the Commission Task Force on Facility Repair and Maintenance.

GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- Anthony-Paul Diaz, Executive Officer and Chief of Staff, reported on various Department activities, facilities, and upcoming events. The Whitsett Soccer Fields Re-Opening Ceremony was held on May 3, 2017 with a significant amount of community members in attendance. An Arbor Day Celebration was held on April 29, 2017 at Hollenbeck Park in collaboration with City

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Plants and Councilmember Jose Huizar's Office, Fourteenth Council District, in which 80 new trees were planted by approximately 60 volunteers. The Department's second budget hearing with the Budget and Finance Council Committee is scheduled on May 4, 2017. Upcoming events include the Albion Riverside Groundbreaking Ceremony is scheduled on May 6, 2017 for the development of a new six-acre park, improvements to the Downey Recreation Center, and improved access to the Los Angeles River. The Arnold Palmer Re-Dedication Ceremony is scheduled on May 17, 2017 at Rancho Park Golf Course.

- The Various Communications Report was noted and filed.

GENERAL PUBLIC COMMENT

Public comments on matters within the Board's jurisdiction were invited. One request for general public comment was submitted, and such comments were made to the Board.

COMMISSION BUSINESS

Commissioner Diaz acknowledged the Sherman Oaks East Valley Adult Center Spring 2017 Amateur Talent Show held on April 22, 2017. Commissioner Diaz also acknowledged the Golf Division and Maintenance staff for maintaining and operating the City municipal golf courses.

NEXT MEETING

The next scheduled Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, May 17, 2017, 9:30 a.m., EXPO Center Comrie Hall, 3980 South Bill Robertson Los Angeles, CA 90037.

ADJOURNMENT

There being no further business to come before the Board, President Patsouras adjourned the Regular Meeting at 6:19 p.m.

ATTEST



PRESIDENT



BOARD SECRETARY